

The SOP for filing the IP IPM Cell, JNU



Steps	Processes	Readme
<p>Step 1.</p> <p>Patent Search to establish the prior art</p>	<p>1.1 The applicant performs the prior art search, fills the JNU Factsheet Form and writes an email to the Chair, IPM Cell requesting presentation for filing patent</p> <p>1.2 The IPM Chair invites the applicant for presentation in front of the Screening Committee to establish novelty, non-obviousness and industrial application</p> <p>1.3 If approved (level one), inventor prepares the cost statement (in consultation with the patent law firm) and submits the documents to the IPM Cell.</p> <p>1.4 The level one approval from the IPM Cell and the financial requirement for filing the patent will be sent to the Competent Authority for final approval</p> <p>On successful completion of Step 1.4, go to Step 2</p>	<p>Download the Factsheet Form from the JNU website</p> <p>Email for communication: ipmcell@mail.jnu.ac.in</p> <p>If external party is involved, the inventor is advised to immediately work on the signing the MoU with JNU, if not done already.</p> <p>The MoU will be required at the time of filing the patent.</p>
<p>Step 2.</p> <p>Filing of the patent</p>	<p>2.1 Contact one of the empaneled legal firm and prepare the necessary document for filing the patent</p> <p>2.2 Prepare Form 26, get it signed by The Chair IPM Cell and Co-Applicant, if any</p> <p>2.3 File the patent and submit the bills to the IPM Cell for reimbursement</p>	<p>Read all the steps along with the terms and conditions carefully and submit <u>complete</u> application for consideration by the IPM Cell.</p> <p>Should you have any queries kindly write to ipmcell@mail.jnu.ac.in</p>

TERMS AND CONDITIONS

- 1. JNU will not financially support PCT / International patents (includes search / filing / maintenance). Inventors are advised to find suitable funding agencies for the same and proceed as per the JNU rules.*
- 2. JNU will be the one of the Assignees/applicant (national / international) and irrespective of the funding support or circumstances.*
- 3. As per Government rules, the norm for submitting patent application is: up to 30 pages and up to 10 claims. The approved costs will be: Patent filing charges (government fee) and Standard patent filing charges (as required by the patent firm). Further justification and approval may be required if the patent application exceeds 30 pages and / or if the claims exceed 10.*
- 4. Patent maintenance (Indian only) will be provided for 3 years only. If the patent turns out to be a commercial success, the possibility of extending maintenance support may be considered (contact IPM Cell for further details)*
- 5. Revenue generated from the commercialization of patent will be shared as per the extant rules of JNU.*
- 6. The IPM Cell may conduct the meeting at the earliest possible date, based on the need*